

# Institutional Effectiveness

<b>Team:</b>	<b>UNA Institutional Effectiveness Meeting</b>
<b>Date:</b>	<b>March 12<sup>th</sup>, 2008</b>
<b>Location:</b>	<b>GUC Room 207</b>
<b>Facilitator:</b>	Phil Bridgmon
<b>Attendees:</b>	Medders, Luna, Shields, Jacobs, Warren, Kennedy, Gatlin, Jacques, Rowe, Thompson, Fernstrom, Williams, Bridgmon, Holland, Wilson, Reynolds,
<b>Minutes:</b>	Cheryl Fisher
<b>Absent:</b>	Bailey, Hodges, Horn, Newson, Smith, Hansen
<b>Guests:</b>	L. Keys-Mathews, A. Lott
<b>Meeting Called to Order</b>	Dr. Bridgmon called meeting to order at 3:30 p.m.
<b>Approval of Minutes</b>	Dr. Jacques motioned to approve minutes from the February 12 <sup>th</sup> , 2008 meeting.  Dr. Fernstrom seconded the motion. Motion was approved, and unanimously carried.
<b>Agenda</b>	Dr. Bridgmon brought forth a motion to adopt action items to be discharged by the OIRPA.  Dean Gatlin made the motion.  Dr. Rowe seconded the motion – motion unanimously carried.  <b>Dr. Bridgmon introduced Dr. Lisa Keys-Mathews – Chair of the General Education Committee.</b>  <b>Dr. Mathews</b> – The committee started in September; the learning outcomes as they currently are can be changed and tweaked.

	<p>Faculty members will be able to utilize the data that have been collected.</p> <p>Consensus is that minor changes will be needed (eg. action verbs) as SACS is looking for an institution to be united and be able to get a handle on assessment.</p> <p>Dr. Warren stated that this was presented at the COAD, and an update will be done in the fall.</p> <p>The role of each Department is to collect the data beginning in the fall, and then report to Dr. Luna. This data will be utilized for 5 years; departments will be analyzed on a rotating basis.</p> <p><b>Dr. Bridgmon introduced Dr. Anna Lott – Chair of the Strategic Planning and Budget Committee.</b></p> <p><b>Dr. Lott</b> – The role of the Strategic Planning and Budget Committee is shared governance.</p> <p><b>Dr. Bridgmon introduced Dr. Priscilla Holland</b></p> <p><b>Dr. Holland</b> discussed the BANNER conversion. Dr. Sue Wilson is the business leader of the BANNER TEAM.</p> <ol style="list-style-type: none"> <li>1. The Finance/HR/Admission will go live tomorrow night (March 13<sup>th</sup>, 2008). Student Life module will go live in the fall 2008.</li> <li>2. Advancement training will begin in late fall. Currently training is currently being done in the following areas - ODS, SQL, Finance, and Purchase Requisitions.</li> <li>3. Priscilla also discussed the zip/flash drive virus that has been spreading across campus. The only way to kill the virus is the completely reformat the flash drive as there are two hidden files that actually contain the virus.</li> </ol> <p><b><u>Dr. Luna</u></b></p> <p>Dr. Luna discussed the approval and support for the unit guidelines meetings he had with Dr. Smith, Dr. Medders, and David Shields.</p>
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	<p>SACS review of Academics as departments – Dr. Shields has agreed to treat Student Affairs as one (1) complete area.</p> <p>The four (4) areas for review will be completed this year (Social Work, Criminal Justice, Sociology, and CIS), and this committee will review six (6) next year. The role of the IE Committee will be to review these reports prior to the SACS review.</p> <p>Dr. Williams made a motion to review the four (4) areas to be completed this year, and review six (6) next year.</p> <p>Dr. Fernstrom, seconded the motion – motion unanimously carried.</p> <p><b>Other Business:</b> <u><b>Dr. Bridgmon</b></u></p> <p>Asked if there were any further questions from this committee. There were no further questions.</p> <p><b>Action Items:</b> Guide changes should be available for the next meeting (Dr. Bridgmon, Dr. Luna, Dr. Holland, and Dean Gatlin).</p> <p>Dr. Bridgmon called the close of the meeting and adjourned the committee.</p>
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